



**DEVELOPMENT
SERVICES
DEPARTMENT**

The City of Morgantown

389 SPRUCE STREET
MORGANTOWN, WEST VIRGINIA 26505
(304) 284-7431 TDD (304) 284-7512
www.morgantownwv.gov

July 12, 2013

Fred L. Jordan
c/o Wendy G. Adkins
Jackson Kelly PLLC
150 Clay Street, Suite 500
Morgantown, WV 26501

**RE: RZ13-02 / Fred L. Jordan / 3100 University Avenue
Zoning Map Amendment from B-1 to B-2
Tax Map 7, Parcel 260**

Dear Ms. Adkins:

This is to notify you that the Morgantown Planning Commission voted on July 11, 2013 to submit a recommendation of approval to City Council for the zoning map amendment petition referenced above.

Please note the following dates when City Council will consider the ordinance related to the subject petition. These dates are dependent up City Council's favorable action at each step of the approval process.

City Council Meetings

Committee of the Whole.....	Tuesday, July 30, 2013; 7:00 PM City Council Chambers
1 st Reading:.....	Tuesday, August 6, 2013; 7:00 PM City Council Chambers
Public Hearing and 2 nd Reading:	Tuesday, September 3, 2013; 7:00 PM City Council Chambers

Please note that attendance at these meetings is not mandatory.

Do not hesitate to contact me should you have any questions or require further clarification.

Respectfully,

Christopher M. Fletcher, AICP
Director of Development Services

Copied via email to: Jeff Mikorski, City Manager
Linda Little, City Clerk